App. F. IX-4

1937.
(Y.P)

*Previous References*
Y.P. 12-357(1-2)

File No. 11-37
Serial Nos. 1-2

*Letter References.*
P.P. 52-38(1-3)

P-18

# GENERAL AND REVENUE SECRETARIAT.

*Serial Nos.* 2

**Part B for** Septr 937

**SUBJECT.**

Notice issued by the Federal public service commission relating to the competitive examination for recruitment to the ministerial service of the Govt of India to be held in Dec 1937.

WD 0418—GPB—22,500—29-8-36

M Spencer
9/9/37
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Col 204

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P 1

THE OFFICE OF THE HON'BLE THE RESIDENT IN MYSORE,

Dated Bangalore, the 31st July 1937.

PP 11-37-1

No. F.454-37
R.C.II

A copy of the undermentioned papers is forwarded with compliments to the Chief Secretary to the Government of His Highness the Maharaja of Mysore, B a n g a l o r e, - - for favour of distribution to candidates who ask for them.

By order, etc.,

for SECRETARY TO THE RESIDE...

1. Notice issued by the Federal Public Service Commission (India), dated the 8th July 1937, relating to the competitive examination for recruitment to the Ministerial Service (Typist and Routine Grade) of the Government of India to be held on the 7th December 1937.
2. Instructions to candidates regarding the filling up and submission of applications.
3. Application form.
4. Statement showing the Revised rates of pay and terms of service for civilian clerks of the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks.
5. List of Certificates recognised by the Federal Public Service Commission as proof of proficiency in typewriting for the purpose of the Ministerial Service Examination for Typists and Routine Clerks.

(With 10 spare copies).

From
Dm Residency. No. J. 454-37/ R D-II of 13-9-37.

Forwards Press Communiqué excluding the time for receiving the applications till 15th Sept 1937 etc.

Subd. The Gazette will be published on the 16th.

Instns. For orders whether this is to be sent for publication. Draft memo also put up.

The applications should reach the F.P.S Commr. not later than 15th inst.

14.9.

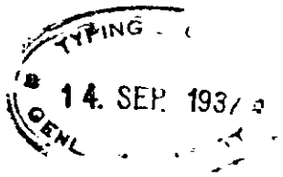
Write to Gazette & post copy also on the notice board & this effect

if it is decided to do so

14.9

Issued No. P 1527 of 14.9.37

13.
15-9-37



## FEDERAL PUBLIC SERVICE COMMISSION (INDIA).

### NOTICE.

The Federal Public Service Commission will hold a joint competitive examination on Tuesday, the 7th December, 1937, to fill vacancies which are expected to occur for appointments as Typists and Routine Grade clerks in the Ministerial Establishment of the Government of India Secretariat and Attached Offices and as Civilian clerks in the Lower Division of the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks during the period from the 1st April, 1938, to the 31st March, 1939, and such vacancies occurring before the 1st April, 1938, as cannot be filled from the Federal Public Service Commission's general list, as regards open vacancies, or from their list for minority communities as regards posts reserved for those communities, on the results of the examination held in September, 1936.

2. Vacancies will be filled in accordance with the instructions in the Home Department Resolution No. F. 14|17-B.|33-Ests., dated the 4th July, 1934.

The number of vacancies which will occur during this period is not definitely known at present. Seventy-two vacancies (including those in the Indian Army Corps of Clerks) were filled during the period 1st April, 1936 to the 31st March, 1937, on the results of the Typist and Routine Grade Examination held on the 3rd December, 1935.

It is expected that besides other vacancies there will be about eighteen vacancies to be filled by lady candidates.

NOTE.—It has been decided by the Government of India that the employment of lady clerks in offices of Army Headquarters will be restricted to unmarried ladies and widows, who will be required to resign their respective appointments on marriage or re-marriage as the case may be.

3. (*a*) Candidates will be placed in the order of their merit in the examination and will be offered posts as vacancies occur.

(*b*) Posts reserved for candidates of a particular community will be offered to candidates of that community in order of merit :

Provided that in each case the Federal Public Service Commission are satisfied that the candidate is suitable for employment in the Ministerial Establishment of the Government of India.

(*c*) Candidates will, on first appointment to a permanent vacancy or a vacancy expected to become permanent, be placed on probation for at least one year and will, during this period, draw salary at the minimum of the time-scale.

Provided that candidates holding substantive posts under Government at the time of such appointment will draw their substantive pay if at any time, during the period of probation, it exceeds the minimum of the time-scale.

(*d*) It is not open to successful candidates to choose between different kinds of offices except when they prefer a Civil to an Army Headquarters Office. Candidates are required to state in their application forms whether they are willing to accept employment in Army Headquarters or not, and those who answer this question in the affirmative and subsequently decline an appointment in Army Headquarters will be relegated to the bottom of the list of candidates considered suitable for employment. They will subsequently be considered for vacancies in Civil Offices only.

### CONDITIONS APPLICABLE TO THE EXAMINATION.

4. Applications to appear at the examination must be made on the prescribed form and must reach the Federal Public Service Commission, together with *all* the necessary documents, not later than the 1st September, 1937. Application forms may be obtained from the Secretary, Federal Public Service Commission, Kennedy House Annexe, Simla.

THE FACT THAT AN APPLICATION FORM HAS BEEN SUPPLIED, ON WHATEVER DATE, WILL NOT BE ACCEPTED AS AN EXCUSE FOR THE LATE SUBMISSION OF AN APPLICATION. CANDIDATES WHO DELAY THEIR REQUESTS FOR FORMS UNTIL A LATE DATE WILL DO SO AT THEIR OWN RISK.

5. The fee for the examination will be Rs. 15, to be paid on application, in accordance with paragraph 5 (*a*) of the Instructions regarding the filling up and submission of applications sent herewith. NO CLAIM FOR A REFUND OF THIS FEE WILL BE ENTERTAINED NOR WILL THE FEE BE HELD IN RESERVE FOR A SUBSEQUENT EXAMINATION.

6. The examination will be held at the following centres :—

Allahabad, Bombay, Calcutta, Delhi, Lahore, Madras and Simla.

7. The Federal Public Service Commission may, if they think it desirable, fix a minimum standard to be attained in all or any of the subjects of the examination.

8. A candidate must be—

(*a*) a British subject domiciled in India or a British subject of European or Indian descent domiciled in Burma, whose father (if alive) is a British subject or a subject of a State in India, or (if dead) was at the time of his death either a British subject or a subject of a State in India or a person in the permanent service of the Crown or a person who had retired from that Service ; or

(*b*) a Ruler or a subject of a State in India.

Provided that in the case of a British subject the requirements of this rule (other than that concerning domicile or descent) may be waived by Government if satisfied that their observance would occasion exceptional hardship and that the candidate is so closely connected by ancestry or upbringing with His Majesty's dominions as to justify special treatment.

Provided also that a ruler or a subject of a State in India cannot be appointed unless he has obtained a declaration under Section 96-A of the Government of India Act, 1919 or Section 262 of the Government of India Act, 1935.

9. No one will be admitted to the examination if born before the 2nd April, 1914 or later than the 31st March, 1921 :

Provided that lady candidates who were born not earlier than the 2nd April, 1910 and not later than the 31st March, 1922, will be eligible for admission to the examination. Lady candidates admitted under this proviso will be eligible for appointment only to offices in the Army Headquarters, and not to Civil Offices, on the results of the examination.

The age limits prescribed cannot be relaxed.

10. Candidates must not have appeared at two previous examinations, whether competitive or qualifying, conducted by the Public Service Commission (now Federal Public Service Commission) since 1930 for Typists and Routine Clerks in the Ministerial Establishment of the Government of India.

11. (*a*) Candidates must have passed :—

(1) the Matriculation Examination of a University incorporated by an Act of the Central or a Provincial Legislature in India, or the Mysore, or the Osmania or the Rangoon University, or

(2) an examination accepted by any such University as equivalent to a Matriculation Examination for the purpose of admission to a University course ; or

(3) the Cambridge Junior Local Examination, or any other examination which may be recognised by the Federal Public Service Commission as equivalent thereto.

NOTE.—The following examinations are at present recognised for this purpose :—

(1) The Middle School Examination for European Schools.

(2) The Higher Grade Schools Final Examination of the Bengal Education Department.

(*b*) Candidates must satisfy the Federal Public Service Commission that they are proficient in typewriting.

12. Candidates must be of good character and must furnish such proof as the Federal Public Service Commission may require that they are suitable in all respects for appointment to the public service. The decision of the Federal Public Service Commission as to the eligibility of a candidate shall be final.

13. (*a*) Candidates who are already in Government service may compete at the examination, provided that they fulfil all the conditions mentioned in this section, but no person who has been nominated to a permanent vacancy or a vacancy expected to become permanent on the results of a previous examination for recruitment to the Typist and Routine Grade will be eligible for admission. No concession in the matter of either age or educational qualifications is admissible to any candidate. Applications from candidates in Government service, whether employed in a permanent or temporary capacity, must be submitted through the Head of the Department or office concerned.

(*b*) Candidates nominated to permanent vacancies, or vacancies expected to become permanent, on the results of the 1936 examination for the Typist and Routine Grade subsequent to their admission to the 1937 examination, will not be renominated on the results of the latter.

14. The subjects of examination, the time allowed for, and the maximum marks allotted to each subject will be as follows :—

(*a*) *Arithmetic.*—Time one hour, Marks 100.

The questions will be designed to test intelligence, accuracy and rapidity in working.

(*b*) *Handwriting.*—Time 20 minutes, Marks 50.

Candidates will be required to copy a passage printed in English. Marks will be awarded for accuracy, legibility, neatness and speed. If a candidate is unable to copy the whole of the passage marks will be deducted in proportion to the shortage.

No candidate who secures less than 40 per cent. of the total mark in this subject will be considered eligible for appointment.

(*c*) *General Knowledge.*—Time one hour, Marks 100.

Candidates will be required to give brief answers to questions concerning current events, common phenomena and matters of everyday interest or common knowledge.

(*d*) *English Composition.*—Time 2 hours, Marks 300.

Candidates will be tested in the following :—

(*i*) Drafting.
(*ii*) Precis Writing.
(*iii*) Correcting mistakes in English.
(*iv*) Proof correcting.

SIMLA ;
*The 8th July, 1937.*

H. HAMILL,
*Secy., Federal Public Service Commission.*

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NOTE.—(*i*) Copies of the "Pamphlet of the competitive examination for recruitment to the Ministerial Service (Typists and Routine Clerks Grade) of the Government of India Secretariat and its attached and subordinate offices, held in September, 1936" containing the Notice, the Question papers and the Table of marks and similar pamphlets of the examinations held in 1934 and 1935 can be purchased from the Manager of Publications, Civil Lines, Delhi.

NOTE.—(*ii*) A copy of the statement of marks obtained by candidates will be sent to each candidate when the Results are ready. The offers of appointments will be made by the Government of India in the Home Department, to whom all communications regarding the same should be addressed.

P-637 Dy 2-8-37
Memo PP II—37—2

The above notice is published for the information of intending Candidate.

By order

NKR

for Chief Secretary to Govt

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To be published by Supplement for publication in the next issue of the Gazette.

H53FPSC—12,000—13-7-37—GIPS

5

## FEDERAL PUBLIC SERVICE COMMISSION (INDIA).

**Instructions to candidates regarding the filling up and submission of applications for admission to the Ministerial Service (Typist and Routine Grade) Examination to be held on the 7th December, 1937.**

1. A copy of the Notice dated the 8th July 1937, is sent herewith. Candidates should read it carefully to see whether they are eligible before filling up the prescribed application form enclosed herewith, or paying the examination fee into a treasury. *The conditions prescribed cannot be relaxed.*

NOTE.—Statements showing the scales of pay obtaining in the Secretariat and Attached and Subordinate Offices and the scales of pay and conditions of service in the Army and Royal Air Force Headquarters offices are enclosed.

2. The enclosed application form must be filled up in the candidate's own handwriting. It should be submitted direct to the Secretary, Federal Public Service Commission, Kennedy House Annexe, Simla, except by candidates already in Government Service, whether in a permanent or temporary capacity. Government servants must submit their applications through the Head of the Department or office concerned, who will, if he considers the candidate eligible for the examination, forward it to the Federal Public Service Commission with his recommendations. *No application received after the 1st September, 1937, will be accepted.*

3. If a candidate sends his application by post and desires an acknowledgment, he must send the application "Registered Acknowledgment due". No application will be otherwise acknowledged.

4. A candidate who is found knowingly to have furnished any particulars which are false or to have suppressed material information, will be disqualified, and if appointed, will be liable to dismissal.

5. The following documents must accompany the application form. *Candidates are warned that if the application is incompletely filled up or is not accompanied by any of these documents or a reasonable explanation of its absence, it will be summarily rejected, and that no appeal against its rejection will be entertained.*

(*a*) *A treasury receipt (Indian or Burman) for Rs. 15.*—The amount should be deposited in the nearest Government Treasury, or in a branch of the Imperial Bank of India, or in a State Treasury authorised to transact business on behalf of Government. (Amounts deposited at Bombay, Calcutta, Delhi, Madras and Rangoon should be deposited in the Reserve Bank of India instead of the Imperial Bank of India). The Treasury or Bank should be asked to credit it to Government under the account head "XXXVI-Miscellaneous Departments—Examination Fees—Receipts of the Federal Public Service Commission". The name of the Examination and of the Treasury at which the fee is deposited should be clearly entered in the Treasury Receipt.

Candidates must see that they are eligible and must decide definitely to enter for the examination before depositing this fee in the treasury.

*The fee will not be returned under any circumstances whatever, nor will it be held in reserve for a subsequent examination.*

NOTE.—Cash or postal orders or cheques will *not* be accepted by the Federal Public Service Commission in lieu of the Treasury receipt.

(*b*) *Proof of educational qualification and evidence of age.*—If the candidate has matriculated, he must send his Matriculation certificate in original and also *a copy thereof.* If he has not matriculated he should send the certificate of one or other examination mentioned in paragraph 11 (*a*) of the Notice.

If the certificate he sends does not contain sufficient particulars to show the candidate's exact age, a certificate from the candidate's High School showing the date of his birth as recorded on entry, *and also a copy thereof* must be furnished in addition. A candidate belonging to the Domiciled European or

Anglo-Indian community if his Matriculation or equivalent certificate does not show the exact date of his birth must send his Baptismal or Birth Registration Certificate in original and also a copy thereof.

NOTE (*i*).—A candidate who holds a completed Secondary School Leaving Certificate issued under the authority of the Government of Madras may submit with the original a copy of only the page containing entries relating to age. All candidates who have passed only the Secondary School Leaving Certificate Examination and who do not submit proof to show that they are *bona fide* students at a recognised College or University should submit in addition to the Secondary School Leaving Certificate, a certified extract from the List of Matriculates from the Registrar of the University showing that he has been declared by the Syndicate to be eligible for admission to University courses of study.

NOTE (*ii*).—No date of birth other than that recorded in the Matriculation or equivalent certificate will be accepted as correct.

(*c*) *A certificate of character in original and also a copy thereof* from the Chief Officer in charge of discipline in the educational institution which the candidate is attending or, in the case of those who have finished their education, which he last attended.

This certificate should be signed by the Principal of an affiliated college, the Vice-Chancellor, Pro-Vice-Chancellor, or Provost or Proctor if in general charge of discipline, in a non-affiliating University, or the Headmaster (or Principal if there is one) of a school.

(*d*) One of the certificates *in original* included in the " List of Certificates recognised by the Federal Public Service Commission as proof of proficiency in typewriting for the purpose of the Ministerial Service Examination for Typists and Routine Clerks to be held in December 1937 " enclosed herewith, *with a copy thereof.*

No certificate which is not included in the List will be accepted.

NOTE (*i*).—If the candidate has already submitted in original the certificates required in 5 (*b*), 5 (*c*) and 5 (*d*) above in connection with another examination conducted by the Federal Public Service Commission and if they have not yet been returned to him, he should mention the fact when submitting this application and, if possible, enclose a copy of each certificate. If the certificates are not with the Commission, they should be sent with the application, irrespective of the fact whether the candidate appeared at a previous examination conducted by the Commission or not.

NOTE (*ii*).—The originals of these certificates will be returned when the result of the application is communicated.

6. A candidate for whom a declaration under Section 262 of the Government of India Act, 1935, is necessary should, immediately on receipt of the Application Form, take steps to obtain the Declaration. He will not be appointed unless he has obtained the Declaration.

7. All communications in respect of an application should state the name of the examination, the candidate's address and the centre of examination as mentioned in the application form and should be addressed to " the Secretary, Federal Public Service Commission ". Otherwise such communications will not be attended to.

8. The fact that an application form has been supplied on whatever date, will not be accepted as an excuse for the late submission of an application or as evidence of the receiver's eligibility to compete.

9. The Commission will inform every candidate as early as possible whether he has been admitted to the examination or not. Enquiries received in the meanwhile will not be attended to.

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## STATEMENT.

*Scales of pay of Typists and Routine Grade Clerks in the Imperial Secretariat and its Attached and Subordinate Offices.*

| | Rs. |
|---|---|
| Clerks and Typists, 3rd Division (men) .. | 60—2—80—3—125 (E. B. after 95). |
| Clerks and Typists, 3rd Division (ladies) .. | 100\|4—104\|4—108\|4—112\|4—116\|4—120\|5—125 (E. B. after 112). |

L51FPSC—12,000—14-7 37—GIPS

## FEDERAL PUBLIC SERVICE COMMISSION (INDIA).

### Application Form

for

*the Competitive Examination for recruitment to the Ministerial Service (Typist and Routine Grade) of the Government of India and to the Lower Division of the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks to be held on the 7th December, 1937, at Allahabad, Bombay, Calcutta, Delhi, Lahore, Madras and Simla.*

| | |
|---|---|
| 1. Name in full (in block capitals). | |
| 2. Your father's name, postal address (if dead, give last address), profession and status. | |
| 3. Postal address in full. (Any change of address should be communicated at once to the Secretary, Federal Public Service Commission, until the results are communicated to candidates, and thereafter, to the Secretary, Home Department, Government of India). | |

NOTE I.—Candidates must make arrangements to see that communications addressed to them at the address stated in their applications are redirected, if necessary. The Federal Public Service Commission make every effort to take account of changes in candidates' addresses but cannot accept any responsibility in this matter.

NOTE II.—In all communications addressed to the Home Department candidates should quote the Roll Number as well as the rank in order of merit.

| | |
|---|---|
| 4. Exact date of birth .. .. .. .. | |
| 5. Province or State to which you belong .. .. | |
| 6. Place of birth and Province or State in which it is situated | |
| 7. *Are you a { British subject ? .. .. .. / subject of an Indian State ? .. .. | |

* To this and the next question answer Yes or No and cancel the words which are not applicable.

| | |
|---|---|
| 8. * Is or was your father a { British subject ? .. .. / subject of an Indian State ? | |
| 9. Did your father ever change his nationality ? .. .. | |
| 10. In case you are the subject of an Indian State :—<br>(*a*) Have you secured a declaration of eligibility under Section 96-A of the Government of India Act, 1919 ?<br>(*b*) Have you obtained or taken steps to obtain a declaration under Section 262 of the Government of India Act, 1935 ? | |
| 11. What is your (*a*) Community .. .. ..<br>(*b*) Religion .. .. ..<br>(*c*) Caste .. .. .. .. | |

12. Educational Institutions attended :—

| Name of School, College, etc. | Date of entering. | Date of leaving. |
|---|---|---|
| | | |
| | | |
| | | |

13. Give particulars of all examinations passed at the University or place of higher education and degrees you obtained (commencing with the Matriculation or equivalent examination).

| Examination or Degree. | Class or Division. | Date. |
|---|---|---|
| | | |
| | | |
| | | |

| | |
|---|---|
| 14. Did you appear at, or apply for admission to, any examination held previously by the late Staff Selection Board or the Public Service Commission (now the Federal Public Service Commission) for recruitment to any Service or post under Government ? Answer Yes or No. | |

15. If the answer to item 14 is ' Yes', supply the following information :—

| Name of Examination. | Year. | Whether you were admitted to the examination and whether you appeared thereat. | Your Roll number. | Rank. |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

| | |
|---|---|
| 16. * At which of the following places do you wish to attend for the examination :—Allahabad, Bombay, Calcutta, Delhi, Lahore, Madras, Simla. | |

*NOTE.—No request for a change in the place selected by the candidate will be entertained.

| | |
|---|---|
| 17. Will you be prepared to accept, if offered, an appointment as a Civilian Clerk in the Lower Division of the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks, on the results of this examination ? Answer ' Yes ' or ' No'. This undertaking will be final. | |
| 18. Will you be prepared to accept, if offered, temporary appointments of three months duration or more, on the distinct understanding that such employment will not confer any right to or prospect of permanent employment ? | |

19. Give below a list of the documents enclosed with the application.

**Declaration to be signed by the candidate.**

I hereby declare that the statements in this application are true to the best of my knowledge and belief and that I am a :—

*(*a*) British subject domiciled in India.

(*b*) British subject of European or Indian descent domiciled in Burma.

(*c*) a ruler or a subject of a State in India.

*Date.* *Signature.*

*Strike out the portion not required.

**For Government Servants only.**

(Endorsement by the Head of the Department or Office.)

Forwarded to the Secretary, Federal Public Service Commission, Kennedy House Annexe, Simla. The character and conduct of the candidate, so far as I am aware, are satisfactory.

*Signature.*

*Designation.*

*Date.*

L51FPSC—12,000—14-7-37—GIPS

19. Give below a list of the documents enclosed with the application.

**Declaration to be signed by the candidate.**

I hereby declare that the statements in this application are true to the best of my knowledge and belief and that I am a :—

*(*a*) British subject domiciled in India.

(*b*) British subject of European or Indian descent domiciled in Burma.

(*c*) a ruler or a subject of a State in India.

*Date.* *Signature.*

*Strike out the portion not required.

**For Government Servants only.**

(Endorsement by the Head of the Department or Office.)

Forwarded to the Secretary, Federal Public Service Commission, Kennedy House Annexe, Simla. The character and conduct of the candidate, so far as I am aware, are satisfactory.

*Signature.*

*Designation.*

*Date.*

L51FPSC—12,000—14-7-37—GIPS

GOVERNMENT OF INDIA.

DEFENCE DEPARTMENT.

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*Simla, the 31st July 1934.*

(As amended up to 30th June 1937.)

*Revised rates of pay and terms of service for civilian clerks of the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks.*

(*i*) *Present rates of pay—*

*Upper Division.*

| | | |
|---|---|---|
| Selection Grade | Rs. 250—10—300 | *plus* 20 per cent. headquarters allowance. |
| Ordinary Grade | Rs. 100—7½—250 | |
| *Lower Division* | Rs. 50—4—90—3—120 | |
| *Lady clerks* | Rs. 100—5—150 | |
| *Stenographers* | Rs. 125—5—180—10—300 | |

NOTE.—All civilian clerks appointed to the Army and Royal Air Force Headquarters Section of the Indian Army Corps of Clerks will be entitled to the above rates of pay irrespective of the date of their first entry into Government service.

(*ii*) *Conditions of Service—*

(*a*) All initial recruitment to the Army and Royal Air Force Headquarters Section will be made in the Lower Division of the Indian Army Corps of Clerks for an initial period of 10 years. Candidates will be required to undergo a period of probation for one year. During the probationary period they will not be enrolled but will fill appointments within the authorised establishment. On completion of their probationary period and if considered suitable (and they are accepted) for the corps, they will be enrolled under the Indian Army Act on Form No. I. A. F. K-1165 for a period of 9 years which, with the probationary period of one year, will complete the first period of 10 years for which they will serve, provided that His Majesty shall so long require their services. Thereafter they will be allowed to continue in the service at the discretion of the Branch of Army Headquarters concerned or the Royal Air Force Headquarters, until they reach the age of 55 years, unless they themselves apply for their discharge before attaining that age, or their services are no longer required. When they have served the initial period of 10 years, they will be entitled to receive their discharge within 3 months from the date of applying for it, unless war is imminent or existing or the establishment is 10 per cent. below strength. In the event of desertion, service between the date of desertion and that of apprehension or surrender shall not reckon as service towards discharge. They must be willing to go wherever ordered, by land, sea or air, and must not allow any caste usage to interfere with the duties for which they are enrolled. They will be subject to the Civil Service Regulations in respect of leave and pension. They will be subject in all ways to Indian Military Law and will be liable to be tried by Court Martial for any offence. They will not be eligible to join any service association.

(*b*) Appointments to the Ordinary and Selection Grades will be made by promotion. Other things being equal, promotion will be by seniority as vacancies occur provided the individual is qualified and efficient.

*Efficiency Bar—Lower Division.*—Before promotion in the Lower Division above Rs. 90 *per mensem*, clerks will be subjected to an efficiency test and only those qualifying will be entitled to the higher rates.

*Upper Division, Selection Grade.*—Promotion to the selection grade of Rs. 250—10—300 will be entirely by selection.

No increment in pay will be given as a matter of right, the head of the Branch concerned being empowered to withhold increments in cases of inefficiency or misconduct.

NOTE.—The above conditions do not apply to lady clerks.

S. B. JACKSON,

*Lieutenant-Colonel,*

*Officer on Special Duty, Army (now Defence) Department.*

[A. D. u/o No. 3755 (A.D.-3).]

13

*Military Privileges.*

(Para. I, Chapter VIII, Manual of Indian Military Law.)

The more important of the privileges conferred on persons subject to the Indian Army Act are as follows :—

(*i*) The pay of an officer or soldier is protected from any deductions other than those authorised by Royal Warrant or by Act of the Governor General in Council. Penal deductions are legalised by the Indian Army Act, and other deductions by Royal Warrant.

(*ii*) All Government pensions (including military pensions) are protected from attachment in the execution of decrees of civil courts.

(*iii*) An officer or soldier serving in a military capacity who is a party to a suit and cannot obtain leave of absence may authorise any person, in writing, to sue or defend in his stead.

(*iv*) A power of attorney to institute or defend a suit is exempt from fees under the Court Fees Act.

(*v*) When serving under war conditions, persons subject to the Indian Army Act are protected in respect of civil and revenue litigation under the provisions of the Indian Soldiers' Litigation Act, 1918.

(*vi*) Persons subject to the Indian Army Act on duty or on the march, as well as their authorised followers, families (including families of such followers), horses, baggage and transport, are exempt from all tolls, except certain tolls for the transit of barges, etc., along canals.

M62DD—12,000—5-7-37—GIPS

22. Certificate in typewriting issued by the Superintendent of Education, Baluchistan.

23. Certificates granted by the following institutions, provided that such certificates certify to a minimum speed of 40 words a minute :—

(*i*) Christian School of Commerce, Lucknow.

(*ii*) Meerut College, Meerut.

(*iii*) Bareilly College, Bareilly.

(*iv*) Y. M. C. A., Lahore.

24. Certificates issued by the following institutions provided that such certificates certify to a minimum speed of 40 words a minute and are issued under the authority of the District Inspector of Schools concerned on the results of tests conducted by him or by another Gazetted Officer deputed by him :—

(*i*) The Bihar Shorthand College, Moradpur, Patna.

(*ii*) The Commercial College, Patna.

(*iii*) The Imperial Institute of Commerce, Patna.

(*iv*) The Royal Shorthand and Typewriting Institution, Gaya.

(*v*) The Commercial Institute, Muzaffarpur.

(*vi*) The C. M. S. Commercial Institution, Bhagalpur.

25. The following certificates issued by the Mysore Education Department :—

(*i*) Diploma in Commerce (which shows that the candidate has attained at least the Senior Grade in Typewriting).

(*ii*) Group Certificate in Stenography showing that the candidate has attained at least the Senior Grade in Typewriting.

(*iii*) Senior Grade Certificate in Typewriting.

(*iv*) Proficiency Certificate in Typewriting.

NOTE I.—No other certificates are at present recognised.

NOTE II.—Certificates issued by the Remington Rand Inc. which have been accepted by the Commission in connection with a person's candidature for a previous examination will be recognised for this examination also.

NOTE III.—The Commission can give no information regarding the conduct of any typewriting test. Such information should be obtained from the Institutions which conduct the tests.

L51FPSC—12,000—14-7-37—GIPS

**List of Certificates recognised by the Federal Public Service Commission as proof of proficiency in typewriting for the purpose of the Ministerial Service Examination for Typists and Routine Clerks to be held in December, 1937.** [*Vide* **paragraph 5 (*d*) of the 'Instructions to Candidates'.**]

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1. First Class Business Stage Certificate of Pitman's College, London.
2. Advanced Grade Certificate of Pitman's College, London.
3. Senior or Higher Commercial Education Certificate in typewriting of the London Chamber of Commerce.
4. Madras Government Higher Grade Technical Examination Certificate.
5. Certificate in typewriting issued by the Bengal Government Commercial Institute Board, Calcutta.
6. Certificate of the Intermediate Examination in Commerce (with Shorthand and Typewriting as optional subjects) of the Board of High School and Intermediate Education, United Provinces.
7. High School Examination Certificate of the Board of High School and Intermediate Education, United Provinces, with Typewriting as one of the subjects, provided that it is accompanied by a certificate from the Board to show that the candidate has obtained first class marks (70 per cent. or more) in Typewriting.
8. Certificate of the Advanced Post-Matric Clerical Examination held by the Punjab Education Department prior to 1932.
9. Post-Matric Clerical Examination Certificate issued by the Punjab Education Department on the results of examinations held in and after 1937 under the revised rules.
10. Certificate in typewriting issued by the Education Department, Assam.
11. Bihar and Orissa Education Department Certificate in typewriting relating to the Government Commercial Classes at Ranchi and Cuttack.
12. Certificates in typewriting issued by the Central Provinces Education Department.
13. Central Provinces High School Examination Certificate (with Commerce Group I).
14. Commercial Diploma of the Delhi Education Department.
15. Certificate in typewriting issued by the Delhi Education Department.
16. The Bombay Government Commercial Diploma (with Typewriting as an optional subject) issued in or after 1936 under the revised rules.
17. The Bombay Government Commercial Certificate in typewriting issued in or after 1936 under the revised rules.
18. Post-Matric Clerical Examination Certificate issued by the Education Department, North-West Frontier Province, provided that it certifies that the candidate has obtained distinction in each of the two typewriting papers.
19. Certificate of the examination in typewriting held by the Education Department of the North-West Frontier Province provided that it shows that the candidate has obtained distinction in the subject.
20. Certificate of the Intermediate Examination in Commerce (with Shorthand and Typewriting as optional subjects) issued by the Board of High School and Intermediate Education, Rajputana (including Ajmer-Merwara), Central India and Gwalior.
21. Certificate in typewriting issued by the Board of High School and Intermediate Education, Rajputana (including Ajmer-Merwara), Central India and Gwalior on the results of the test in Typewriting held in connection with the Intermediate Examination in Commerce.

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THE OFFICE OF THE HON'BLE THE RESIDENT IN MYSORE,

Dated Bangalore, the 13th Sept. 1937.

No. F.454-37 / R.C. II Enc. 1 (4).

A copy of the undermentioned paper is forwarded with compliments to the Chief Secretary to the Government of His Highness the Maharaja of Mysore, B a n g a l o r e, - - in continuation of endorsement from this Residency No.F.454-37/ R.C.II, dated the 31st July 1937, for information and favour of necessary publicity.

By order, etc.,

for SECRETARY TO THE RESIDENT.

Press Communique issued by the Federal Public Service Commission (India), dated the 24th August 1937.

(with 3 spare copies).

BJ

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# FEDERAL PUBLIC SERVICE COMMISSION (INDIA)

## PRESS COMMUNIQUE.

In supersession of para. 5 (*d*) of the "Instructions to Candidates regarding the filling up and submission of applications" issued in connection with the Ministerial Service (Typist and Routine Grade) examination to be held in December, 1937, it is hereby notified for the information of the candidates that the Federal Public Service Commission do not require candidates for this examination to submit certificates of proficiency in type-writing. Candidates selected for appointment will, however, within one month from the date of joining their posts, have to submit to a test in type-writing to be conducted by the Commission irrespective of the fact whether or not they have already submitted type-writing certificates with their applications. At this test, candidates will have to prove that they can type with accuracy and neatness at a speed of at least 30 words a minute, and that they can type with accuracy from manuscript. Those who fail will forthwith forfeit their appointments.

Because of this modification in the conditions of admission to this examination the Commission will entertain applications for the next examination up to the 15th September, 1937. No application received after this date will be accepted.

2. Further, in partial modification of para. 8 of the Notice relating to the above examination, it is hereby notified that a ruler or a subject of a State in India, selected for appointment, irrespective of the fact whether or not he has obtained a declaration under section 96-A of the Government of India Act of 1919, will be required to obtain a fresh declaration under section 262 of the Government of India Act of 1935. Details regarding the issue of the Declaration should be obtained from the Resident or other Political officer attached to the State concerned.

SIMLA,
*The 24th August, 1937.*

H. HAMILL,
*Secy., Federal Public Service Commission.*

Memo No P/527 8/14.9.37 The above communique is published for the information of intending candidates.

By order
Accordingly
Secretary

H82FSPC—3.000—1-9-37—GIPS

Compiler, M. G. for publication in the next issue of the Gazette.

## FEDERAL PUBLIC SERVICE COMMISSION (INDIA). 16

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H. HAMILL,
*Secy., Federal Public Service Commission.*

H82FSPC—3,000—1-9-37—GIPS